



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

November 18, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: NEW FIRE STATION 156
UNINCORPORATED AREA OF SANTA CLARITA; ADOPT,
ADVERTISE, AND AWARD; APPROVE REVISED PROJECT
BUDGET AND APPROPRIATION ADJUSTMENT
AWARD SUPPLEMENTAL AGREEMENT
SPECS. 6838; CAPITAL PROJECT NO. 70973
(FIFTH DISTRICT) (4 VOTES)**

SUBJECT

Adopt plans and specifications, advertise for bids, award and execute a construction contract to construct the New Fire Station 156, approve revised project budget and related appropriation adjustment, and carry out the demolition of the existing temporary Fire Station 156 through a Board-approved Job Order Contract (JOC).

JOINT RECOMMENDATION WITH THE FIRE CHIEF THAT YOUR BOARD:

1. Approve the appropriation adjustment to increase appropriation by \$1,051,000 offset with commercial paper proceeds.
2. Approve the revised project total budget of \$12,745,000 for the New Fire Station 156 project, Capital Project No. 70973, and authorize the Acting Director of Public Works to carry out the project.

"To Enrich Lives Through Effective And Caring Service"

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Intra-County Correspondence Sent Electronically Only***

3. Adopt plans and specifications for construction of the New Fire Station 156 project at an estimated \$8,035,500 construction cost, and instruct the Executive Officer of the Board to advertise for bids to be received and opened on December 16, 2008, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
4. Authorize the Acting Director of Public Works to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a \$6,000 not-to-exceed fee funded by existing project funds and to establish the effective date following determination by the Acting Director of Public Works of the Lowest Responsive and Responsible Bidder.
5. Delegate to the Acting Director of Public Works the authority to determine, in accordance with the applicable contract and bid specifications, whether the apparent Lowest Responsive and Responsible Bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award, including the criteria adopted by your Board for contract award. Upon his determination that all such conditions have been satisfied, authorize the Acting Director of Public Works to award and execute the construction contract, in the form previously approved by County Counsel, to the apparent Lowest Responsive and Responsible Bidder and to establish the effective date of the contract upon receipt of acceptable Faithful Performance and Payment for Labor and Material Bonds and evidence of required contractor insurance.
6. Authorize the Acting Director of Public Works to execute Supplemental Agreement 2 with Kajima Associates for additional architectural design services and construction administration services for the New Fire Station 156 project for a \$146,640 not-to-exceed amount.
7. Authorize the Acting Director of Public Works to carry out the demolition of the existing temporary Fire Station 156 using a Board-approved JOC.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize the Department of Public Works (Public Works) to advertise for bids for construction of the New Fire Station 156 project located in the unincorporated area of Santa Clarita and allow Public Works to proceed with construction.

The proposed project is a new 11,050 square-foot fire station that will be constructed on 1.27 acres adjacent to the existing temporary fire station located at 24505 Copper Hill Drive, Santa Clarita, California. The new fire station project consists of a two-bay apparatus room, main office, day room, kitchen, an exercise room, dormitory quarters for seven personnel, and a detached dozer team facility containing dormitory quarters for three personnel, kitchen, day room, and bathroom.

On March 20, 2007, your Board authorized Public Works to execute an architect/engineer (A/E) services agreement with Kajima Associates (Kajima) for the design of the New Fire Station 156. Plans and specifications are now completed and we recommend your Board to advertise for construction bids to implement the proposed project.

The existing temporary Fire Station 156 was constructed by Newhall Land & Farming (NL&F) in order to address the immediate need for fire protection services in the surrounding area. The station is being leased from NL&F by the Fire District under a three-year agreement, which will expire in June 2010. Following completion of construction of the New Fire Station 156 project, we plan to use a Board-approved JOC to demolish the existing temporary fire station and carry out all the required site work necessary to return the site to NL&F in its original condition. The use of an adopt, advertise, and award process is being recommended to expedite the project completion in order to meet the fire station scheduled opening in June 2010.

The recommended Supplemental Agreement 2 with Kajima will provide Leadership in Energy and Environmental Design (LEED) accredited professional services during the construction administration phase, as well as additional design services for preparation of demolition plans for the existing temporary fire station.

Approval of the recommended actions will also authorize the execution of a consultant agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule that conforms to the County's schedule specifications. Preparation of a baseline schedule is critical to successfully manage construction activities by the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, we may return to your Board to recommend that the bidder be determined nonresponsive and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Sustainable Design Program

The project will support your Board's Sustainable Design Program by achieving Silver level certification under the United States Green Building Council's LEED program. The project will use water efficient fixtures and will implement the use of drought tolerant landscaping to reduce the amount of potable water consumed.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Service Excellence (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. It also directs that we ensure Children and Families' Well-Being (Goal 5) by enhancing the ability of families to live in safe, stable, and supportive communities. We are also directed to improve Community Services (Goal 6) by offering a wide range of services responsive to each community's specific needs. This project helps to achieve these goals as it is an investment in public infrastructure that will benefit the community of Santa Clarita by improving the Fire District's ability to respond to local emergencies.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimate for the base construction contract is \$8,035,500 with a 10 percent bid contingency. In no event will a contract be awarded over this amount without returning to your Board for approval.

On May 13, 2008, your Board allocated \$11,694,000 for this project. Based on the completed plans and specifications, the total project cost estimate is \$12,745,000, including the preparation of plans and specifications, plan check fees, construction, bid contingency, demolition of existing temporary fire station, change orders, consultant services, miscellaneous expenditures, Civic Art allocation, and County services. The Project Schedule and Budget Summary are included in Attachment A.

Following your Board's approval of the attached appropriation adjustment (Attachment C), sufficient funding will be available in Capital Project No. 70973 to complete construction of the proposed project. The project is funded with commercial paper proceeds and developer fees. There is no impact to net County costs.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Applicable law, including the State Public Contract Code, requires the County to award construction contracts to the Lowest Responsive and Responsible Bidder, which refers to the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to

be "responsive" to specific criteria under the solicitation, including but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a "responsible" bidder by exhibiting the quality, fitness, capacity, experience, trustworthiness, and financial wherewithal to perform the work required under the bid solicitation.

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract. The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunities for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

As required by your Board, the project cost includes one percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

Bidders will also be required to show full compliance with Los Angeles County Code, Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

A standard supplemental agreement, in the form previously approved by County Counsel, will be used. The existing A/E services agreement with Kajima includes the standard Board-directed clause that provides for contract termination, renegotiation,

hiring qualified displaced County employees, GAIN/GROW, Safely Surrendered Baby Law, Contractor Employee Jury Service Program, and Child Support Compliance Program.

ENVIRONMENTAL DOCUMENTATION

On March 20, 2007, your Board adopted the Negative Declaration prepared for the New Fire Station 156 project, including the demolition of the existing temporary fire station, and found that the project will have no significant effect on the environment. The recommended action is within the scope of the project in the previously approved Negative Declaration.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B).

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with Us website.

Participating by Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

On March 20, 2007, your Board authorized Public Works to execute an A/E services agreement with Kajima for a \$400,000 not-to-exceed fee. On September 30, 2008, Public Works executed Supplemental Agreement 1 with Kajima for a \$38,360 not-to-exceed fee via delegated authority to incorporate design changes into the construction documents. The recommended Supplemental Agreement 2 will allow Kajima to provide LEED services during construction administration and design services for demolition of the existing temporary fire station. Kajima has agreed to provide the services for a total \$146,640 not-to-exceed fee. The construction administration portion of the fee will be billed during the construction phase. The negotiated fee has been received by Public Works and is considered reasonable for the scope of work.

IMPACT ON CURRENT SERVICES OR PROJECTS

There will be no negative impact on current County services or projects during the performance of the recommended services.

The Honorable Board of Supervisors
November 18, 2008
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CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; Arts Commission; and the Department of Public Works, Project Management Division II.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer



P. MICHAEL FREEMAN
Fire Chief

WTF:PMF:DDE
DL:JSE:DJT:SW:zu

Attachments

c: County Counsel
Arts Commission
Auditor-Controller
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

ATTACHMENT A

**DEPARTMENT OF PUBLIC WORKS: NEW FIRE STATION 156
UNINCORPORATED AREA OF SANTA CLARITA; ADOPT,
ADVERTISE, AND AWARD; APPROVE REVISED PROJECT
BUDGET AND APPROPRIATION ADJUSTMENT
AWARD SUPPLEMENTAL AGREEMENT
SPECS. 6838; CAPITAL PROJECT NO. 70973
(FIFTH DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Design Construction Documents Jurisdictional Approvals	Completed 11/12/2008
Construction Bid and Award	01/20/2009
Construction Substantial Completion Acceptance	06/01/2010 12/06/2010

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	\$ 0
Construction	
Low Bid Construction Contract	\$ 7,305,000
Bid Contingency (10%)	730,500
Change Orders – Construction (10%)	804,000
Demolition (JOC)	680,000
Offsite Construction	150,000
Departmental Crafts	0
Youth Employment	0
Equipment	150,000
Construction Consultants	0
Misc. Expense	0
Telecomm Equip – Affixed to Building	0
Civic Art	85,500
Subtotal	\$ 9,905,000
Programming/Development	\$ 0
Plans and Specifications	\$ 585,000
Consultant Services	
Deputy Inspection	\$ 135,000
Site Planning	0
Hazardous Materials	0
Geotech/Soils Test	65,000
Material Testing	0
Cost Estimating	20,000
Topographic Surveys	0
Construction Management	0
Construction Administration	0
Environmental	0
Move Management	0
Equipment Planning	0
Legal	0
Scheduling	20,000
Contract/Change Order	0
Other	\$ 5,000
Subtotal	\$ 245,000

II. PROJECT BUDGET SUMMARY (continued...)

Miscellaneous Expenditures	
Printing	\$ 15,000
Furniture, Fixtures, and Equipment	<u>100,000</u>
Subtotal	\$ 115,000
Jurisdictional Review/Plan Check/Permit	
Code Compliance Inspection	\$ 55,000
County Services	
Code Compliance Inspection (Including Quality Control)	\$ 333,000
Quality Control Inspection Only	0
Design Review	44,000
Design Services	0
Contract Administration	48,000
AED Support Services	1,500
Project Management	821,700
Project Management Support Services	0
Secretarial	48,500
Document Control	250,500
ISD Job Order Contract Management	0
DPW Job Order Contract Management	0
ISD ITS Communications	170,000
Project Security	0
Project Technical Support	80,000
Consultant Contract Recovery	27,500
Office of Affirmative Action	15,000
County Counsel	\$0
Other	\$0
Sheriff Job Order Contract Management	\$0
Design Services	<u>0</u>
Subtotal	\$ 1,840,000
Total	\$12,745,000

November 18, 2008

ATTACHMENT B

**DEPARTMENT OF PUBLIC WORKS: NEW FIRE STATION 156
UNINCORPORATED AREA OF SANTA CLARITA; ADOPT,
ADVERTISE, AND AWARD; APPROVE REVISED PROJECT
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(FIFTH DISTRICT) (4 VOTES)**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Acting Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
5	6838	New Fire Station 156 project 24505 Copper Hill Drive Santa Clarita, CA 91354	\$75	12/16/2008

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 2:15 p.m. on December 16, 2008. Bids will be publicly opened, examined, and declared by Public Works at 2:30 p.m. on this date in Architectural Engineering Division Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an active B license classification at the time of award bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PRE-BID CONFERENCE

The Public Works' Project Management Team will hold a prebid conference at 11 a.m. on December 2, 2008, at the project job site, 24505 Copper Hill Drive, Santa Clarita, California, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ms. Kathleen Gandara with the Public Works' Project Management Team at (626) 458-2566.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated November 18, 2008.

Specs. 6838

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. No. 390-08

DEPARTMENT OF FIRE

October 28, 2008

AUDITOR-CONTROLLER,
THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO
ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR
ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

4~~2~~-Vote
Fiscal Year 2008-09

SOURCES:

Consolidated FPD-ACO
FS 156 New Station
Commercial Paper Proceeds/CP
J13-CP-94-9276-65033-70973
\$ 1,051,000

USES:

Consolidated FPD-ACO
FS 156 New Station
Buildings & Improvements
J13-CP-6014-65033-70973
Increase Appropriation
\$ 1,051,000

Summary Total:

Sources:
\$ 1,051,000

Uses:
\$ 1,051,000

The Appropriation Adjustment is necessary to fund the construction of
New Fire Station 156.

Theresa R. Barrera ✓
Theresa R. Barrera, Chief, FMD

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR

ACTION

APPROVED AS REQUESTED

AS REVISED

RECOMMENDATION

NOV 5, 2008 *[Signature]*
CHIEF ADMINISTRATIVE OFFICER

AUDITOR-CONTROLLER

BY *Kam Shikura*

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

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No. 058

Oct 31 2008

BY

DEPUTY COUNTY CLERK